

(vii) Provide the contracting officer's name and telephone number for each award.

(4) The notification to S will contain sensitive preaward information and should be labeled accordingly. S and regional Congressional liaison offices will be responsible for the security of such information and will establish procedures governing the release of such information before official notification of award. Unless otherwise authorized by the contracting officer, the release of such information prior to award shall be limited to Members of Congress and their staff.

(c) *Release of awards.* (1) Release of notifications which require priority processing as determined by the Associate Administrator for Congressional Affairs will be accomplished at the time and date specified.

(2) Unless notified to the contrary, contracting activities may release awards of the type described in (a) and (b) of this section, or information pertinent thereto, upon the expiration of two full workdays (48 hours) after the time and date of notification to S established either by the facsimile transmission or hand delivery.

[54 FR 26503, June 23, 1989, as amended at 54 FR 29722, July 14, 1989; 54 FR 40060, Sept. 29, 1989; 55 FR 39974, Oct. 1, 1990; 60 FR 42802, Aug. 17, 1995; 61 FR 1150, Jan. 17, 1996]

Subpart 505.4—Release of Information

505.403 Requests from Members of Congress.

When responding to a Congressional inquiry would result in disclosure of classified material, confidential business information, proprietary or source selection information as defined in FAR 3.104-4 or information prejudicial to a competitive acquisition, the contracting officials shall consult with assigned legal counsel, refer the proposed reply to the head of the contracting activity (HCA), include the caution notice prescribed in 503.104-5(d)(6) in the response, and inform the Office of Congressional Affairs of the action taken.

[55 FR 39974, Oct. 1, 1990]

Subpart 505.5—Paid Advertisements

505.502 Authority.

(a) *Newspapers.* Written approval from the HCA or a designee is required for paid newspaper advertisements, except when such publication is required by the FAR or the GSAR (see 505.101(c)). The contracting officer shall document the contract file with the regulatory citation or written approval to support the use of paid newspaper advertisements.

(b) *Other media.* Advance approval is not required to place paid advertisements in media other than newspapers.

505.503 Procedures.

The GSA Form 300, Order for Supplies or Services, must be used instead of the Optional Form 347, Order for Supplies and Services, when the dollar amount of the acquisition does not exceed the simplified acquisition threshold or when issuing a delivery order under a basic ordering agreement with an advertising agency for an advertisement.

[54 FR 26502, June 23, 1989, as amended at 60 FR 42802, Aug. 17, 1995]

505.504 Use of advertising agencies.

The services of commercial advertising agencies may be used whenever it is determined that the services rendered by those agencies can increase competition for contracts and improve the effectiveness of GSA advertising and marketing programs.

PART 506—COMPETITION REQUIREMENTS

Subpart 506.2—Full and Open Competition after Exclusion of Sources

Sec.

506.202 Establishing or maintaining alternative sources.

Subpart 506.3—Other Than Full and Open Competition

506.302 Circumstances permitting other than full and open competition.

506.302-1 Only one responsible source and no other supplies or services will satisfy agency requirements.

506.303 Justifications.

506.202

506.303-1 Requirements.

AUTHORITY: 40 U.S.C. 486(c).

SOURCE: 54 FR 26504, June 23, 1989, unless otherwise noted.

Subpart 506.2—Full and Open Competition After Exclusion of Sources

506.202 Establishing or maintaining alternative sources.

The heads of contracting activities (HCA's) sign determinations and findings under FAR 6.202.

Subpart 506.3—Other than Full and Open Competition

506.302 Circumstances permitting other than full and open competition.

506.302-1 Only one responsible source and no other supplies or services will satisfy agency requirements.

A class justification has been established for the acquisition of utility services (except electric utility services) that are available from only one source. A copy of the class justification may be obtained from the GSA Acquisition Policy Division (MVP). The contract file for each action taken under the justification must contain a signed statement by the contracting officer that the action taken is within the scope of the class justification and approval.

[55 FR 48847, Nov. 23, 1990, as amended at 61 FR 39088, July 26, 1996]

506.303 Justifications.

506.303-1 Requirements.

The contracting officer should determine whether the facts supporting other than full and open competition would be present in other GSA contracting activities. If the facts would be present, the contracting officer should recommend through appropriate channels that the Deputy Associate Administrator for Acquisition Policy approve a class justification for use by all GSA contracting activities.

[54 FR 26504, June 23, 1989, as amended at 61 FR 39088, July 26, 1996]

48 CFR Ch. 5 (10-1-98 Edition)

PART 507—ACQUISITION PLANNING

Subpart 507.1—Acquisition Plans

Sec.

507.101 Definitions.

507.102 Policy.

507.103 Agency head responsibilities.

507.104 General procedures.

507.105 Contents of written acquisition plans.

Subpart 507.3—Contractor Versus Government Performance

507.307 Appeals.

AUTHORITY: 40 U.S.C. 486(c).

SOURCE: 54 FR 26504, June 23, 1989, unless otherwise noted.

Subpart 507.1—Acquisition Plans

507.101 Definitions.

Comprehensive acquisition plan means a plan which covers the acquisition process from identification of agency need through contract performance and administration.

Limited acquisition plan means a detailed plan which covers the acquisition process from receipt of a purchase request or advanced notice of the need by the contracting office through contract award.

507.102 Policy.

(a) All acquisitions exceeding the simplified acquisition threshold must have a limited acquisition plan unless a comprehensive acquisition plan is required under GSA Order, Comprehensive Acquisition Planning (APD 2800.13A). Priced options must be included when determining the dollar threshold. An acquisition plan must be prepared before exercise of unpriced and/or unevaluated options exceeding the simplified acquisition threshold.

(b) No solicitation may be issued until either a comprehensive acquisition plan or a limited acquisition plan has been prepared or the requirement waived under GSA Order APD 2800.13A or 507.104(d). A contract may not be entered into without full and open competition on the basis of a lack of acquisition planning or concerns related to